

**CASS COUNTY PARK BOARD MEETING  
CASS COUNTY COURTHOUSE  
APRIL 21, 2014**

**1. MEETING TO ORDER**

A meeting of the Cass County Park Board was called to order by Chairman Chad Peterson at 1:00 p.m. on Monday, April 21, 2014, in the Commission Room, Cass County Courthouse. Members were present as follows: Vern Bennett, Mary Scherling, Ken Pawluk, Brandy Pyle, Darrell Vanyo, and Chad Peterson. Absent was: Jason Boutwell. Also present were Michael Montplaisir, County Auditor; Cliff and Ladina Sanders, Camp Hosts; Jason Smith, Buildings and Grounds; and Sarah Heinle, Auditor's Office.

**2. MINUTES APPROVED**

***MOTION, passed***

**Mr. Vanyo moved and Mrs. Pyle seconded to approve the minutes of the previous meeting held August 8, 2013. Motion carried.**

**3. ELECT CHAIR AND VICE CHAIR FOR 2014**

Mr. Peterson called for nominations for chair and vice chair for 2014.

***MOTION, passed***

**Mr. Bennett moved and Mr. Pawluk seconded to cast a unanimous ballot and nominate Chad Peterson as chair of the Cass County Park Board for 2014 and Jason Boutwell as vice chair of the Cass County Park Board for 2014. Motion carried.**

**4. BREWER LAKE**

Mr. Peterson said Cliff and Ladina Sanders served as Camp Hosts for the 2013 park season and were compensated \$2,400 per month for their services. Along with serving as the camp hosts, they performed maintenance duties as well as the park mowing. Mr. Montplaisir distributed a graph outlining 2013 revenue, camp reservations and campsite usage. Since 2010, the park usage has increased in fees received, number of reservations and campsite usage. Local residents have started to use the swim area, playground, and picnic areas on a regular basis. Camping reservations have increased and often times there is a waiting list.

Mr. Pawluk asked for a count on the number of campers who used the park in 2013. Mrs. Sanders said she does not have a definite count. Sarah Heinle will compile the numbers for future reference. Mr. Pawluk asked if the swimming area is posted with a sign, "No lifeguard on duty." Mrs. Sanders said it is not posted, however, she does inform swimmers that they must exercise caution and parents must watch their children.

Since the Camp Host compensation has not been raised for some time and the Sanders have done such an outstanding job, the consensus of the board was that there should be some type of reward for good performance. Mr. Pawluk asked Mr. Montplaisir what the county employees received for a COLA in 2014.

Mr. Montplaisir said county employees got a 1% COLA, however, the county contributes an additional 2% to the employees retirement accounts. Mr. Montplaisir said \$12,000 was budgeted for the Camp Host compensation and since the Sanders have taken over as hosts, the problems at the park have greatly decreased.

***MOTION, passed***

**Mrs. Pyle moved and Mr. Vanyo seconded to set the 2014 Camp Host compensation rate at \$2,520 per month which is a 5% increase. On roll call vote, the motion carried unanimously.**

Jason Smith, Buildings and Grounds staff was present and said they have been working on tiling the shower stalls at the park. The project should be completed this week. They are planning to plant 10 trees at the park this year. Also, the docks will be put in next week and the water turned on for the season and some grass has been seeded around the campsites. Mr. Peterson thanked the maintenance crew for the good work they are doing.

Cass County has been making improvements and updates to the Brewer Lake Campground over the past few years. The improvements have also contributed to increased park usage. At this time, the campground still has one outdated restroom facility. The restroom could be replaced with a new Boom Clovermist Doublemist Vault toilet at an estimated cost of \$21,212.50. Cass County has the option of applying for two different grants to help defray the cost of the toilet. The first grant would be through the ND Game and Fish Department and would cover 75% of the costs leaving approximately \$5,305 for the county to pay. The deadline for the Game and Fish grants was February 1<sup>st</sup> so it would be too late to submit an application for 2014. The second option would be a grant through the Garrison Conservancy District, this grant would cover 25% of the cost leaving the county with approximately \$15,910.

***MOTION, passed***

**Mr. Pawluk moved and Mr. Bennett seconded to have the Auditor's Office investigate options for alternative funding for the Boom Vault toilet. On roll call vote, the motion carried unanimously.**

Mr. Montplaisir reviewed the financial report and said the ending balance on December 31, 2013 for the park was \$61,087.30. The park is in good financial standing at this time.

## **5. OTHER BUSINESS**

Mr. Pawluk said he would like to track where the Brewer Lake Campers come from. Mrs. Sanders said most of them are from the Fargo and West Fargo areas. Mrs. Heinle will use the camping forms to generate a complete report.

Mrs. Pyle questioned if there may be a grant to get trees for the park. She said there is a lot of open area in the park and shelter along with privacy would be welcomed. Mr. Montplaisir said they have been watching for nursery specials and plan to do a gradual planting of trees.

Mr. Montplaisir said the park board should consider replacing the mower at the park in 2015 and include it in the budget. Mrs. Sanders said they use the mower to haul garbage as well as ashes from cleaning the firepits. Mr. Montplaisir said in the past they have used the old mower as a trade-in. Mr. Pawluk would like to check into getting a new mower in 2014.

**6. ADJOURNMENT**

***MOTION, passed***

**On motion by Mr. Pawluk, seconded by Mr. Vanyo, and all in favor, the meeting was adjourned at 1:35 p.m.**

Minutes prepared by Cindy Stoick, Principal Secretary.